

Discovery Elementary PLC Team Meeting Agenda/Feedback – Focus of Meeting is *Student Learning*

“The fact that teachers collaborate will do nothing to improve a school. The purpose of collaboration can only be accomplished if the professionals engaged in collaboration focus on the right things.”

- Learning by Doing

Keep on file in PLC/RTI Notebook – Make a copy if you need feedback from Principal.

Team Name: _____ Date: _____ Week of School _____

Team SMART Goal(s) for the week (literacy & math) : *(specific, measurable, attainable results-oriented, time-bound)*

Literacy _____

Math _____

Team Members Present:

Team Members Absent (List Reason):

What is it we want our students to learn?

What are the critical learning outcomes (standard/objectives) for the next week of study in the critical (literacy/math) core areas? . Use Lesson Plan Template to detail during planning time. Be Specific about what students need to *know* and be able to *do*, considering the *Rigor/Relevance* Framework and *Bloom’s Taxonomy*

1. How will we know if each student has learned the intended outcomes?

What rubric and common formative assessment will we use to measure and identify mastery? (detail in planning - on back)

2. Who *did* and *did not* achieve proficiency or mastery of the intended outcomes? Identify students for interventions and extensions. Also identify students with attendance issues.

3. How did/will we re-teach those who did not learn the intended outcomes?(Include RIT Band Focus for the week) Please be specific with strategies, websites, etc.

4. How did/will we extend/enrich the learning for students who have demonstrated proficiency? (RIT Band) Please be specific with strategies, websites, etc.

Questions/Concerns for Principal:

